



# ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting  
held at 6.30pm on **1<sup>st</sup> February 2022** at the  
Parish Council Office, Aston Clinton Park, HP22 5HL

**PRESENT:** Cllr D McCall (Chair), Cllr A Goode, Cllr J Hughes, Cllr A Judge (from F21.55), Cllr C Judge  
Cllr M Mason, Cllr C Read, Cllr L Ronson & Cllr P Wyatt

**IN ATTENDANCE:** Mrs S Payne (Clerk/RFO)

**F21.51 Questions and Comments from the Public** None.

**F21.52 To Receive Apologies for Non-Attendance** None received.

**F21.53 To Receive Declarations of Interests or Requests for Dispensations** None declared.

**F21.54 To Approve the Minutes of the Meeting held on 23<sup>rd</sup> November 2021**

The minutes of the meeting held on 23<sup>rd</sup> November 2021 were approved as a true and accurate record and were signed by the Chair.

Cllr A Judge joined the meeting

**F21.55 To Receive an Update on the Provision of Dog Bins & Consider Recommendations**

Following an audit of dog bins it was noted that only 14 bins existing. Bucks Council had been invoicing for 17 bins. It was agreed that the committee consider the location for three additional bins.

**It was resolved that three new bins be installed in the following locations: (a) the junction of Green End Street and Chapel Drive, (b) opposite The Oak public house on the junction of College Road South & Brook Street and (c) along the path in the park for easy access for the disabled.**

Bucks Council would be informed of the proposed locations of the three new bins and a credit for the previous overcharge would be sought.

**ACTION: Clerk**

It was agreed that the Park Keeper add bags to overflowing dog bins to deter members of the public from leaving used bags on the ground near the bins.

**ACTION: Clerk**

**F21.56 To Receive an Update on the Dylan Memorial Proposal**

The committee considered the current design and costings. A meeting with the family and proposed contractors would be arranged which Cllr McCall, Cllr Goode and Cllr C Judge would attend to discuss the proposal.

**ACTION: Cllrs McCall/Goode/Judge**

**F21.57 To Consider a Request for a Memorial Bench in the Park**

The committee considered the request for a memorial bench. **It was resolved that the request for a memorial bench in the park be declined as memorial benches would only be considered for residents of Aston Clinton.**

**ACTION: Clerk**

It was agreed that a memorial bench policy be drafted which would set out the number, location, design and maintenance fees for memorial benches.

**ACTION: Clerk**

**F21.58 To Consider Applying for a Green Flag Award for the Park**

The committee considered the Green Flag Award criteria and agreed that it would be an expensive exercise given the additional maintenance and accreditation costs. **It was resolved not to apply for a Green Flag Award for the park.**

**F21.59 Grounds Maintenance**

- i. **Overhanging trees/hedges:** Quotes were being sought to cut back the overhanging conifers obstructing the mower from cutting the grass to the boundary.

- ii. Horticultural Society: It was agreed that the Horticultural Society could plant an oak sapling in the southwest area of the park to celebrate The Queen's Platinum Jubilee.
- iii. The Queen's Green Canopy: It was agreed that as part of The Queen's Green Canopy holm oak tree saplings be planted where the scotts pines were to be felled. Inviting local schoolchildren to take part in the planting would be considered. **ACTION: Grds Maint WG**
- iv. Donation of seven goat willows: It was agreed that the goat willows be planted by the stream on the left-hand side of the bridge closest to the RKP. **ACTION: Grds Maint WG**

#### **F21.60 Sports & Recreation**

- i. Compound: The compound gate and one of the container doors had been left open on Sunday 30<sup>th</sup> January. It was noted that the compound was also being left in an untidy state following football matches and training sessions. It was agreed that a letter be written to AC Colts reminding them of the terms of their permit which requires them to secure the compound when it is not in use and keep the compound tidy. **ACTION: Clerk**  
The committee would consider enforcing fines to compound users if the terms of permits were not adhered to.
- ii. Parking during match days: It was noted that during match days parking restrictions in the car park were not being followed. It was agreed that this would be monitored, and notices put on offending vehicles. **ACTION: Cllr Goode/Clerk**
- iii. All weather pitch: The lock code had been changed. The Park Keeper would continue to change the lock code at regular intervals and would inform the Clerk and Aston Clinton Football Club.
- iv. Cllr C Judge reported that the grant application for the new play equipment had been submitted to the Community Board and Tesco. Additional quotes were also being sought.

#### **F21.61 Allotments**

- i. 2022 tenancy agreements: Of the 36 tenancy agreements returned payment was outstanding from one allotment tenant. Of the seven relinquished plots, four were ready for new tenancies and three would be ready once the outgoing allotment holders had removed all their belonging from the plots.
- ii. **It was resolved that allotment plot 43 be divided into two and rented as half plots.**
- iii. Waiting list: When all the vacant plots are rented there would be 6 residents remaining on the waiting list.

#### **F21.62 Park Permits & Events**

- i. Santa's Float: A follow up meeting is to be held and recommendations will be presented to the February Council meeting. **ACTION: Events WG**
- ii. The Queen's Platinum Jubilee Party in the Park [Sat 4 June 22]: The company which provided zorbs for Astonbury have been booked. Members of the Aston Martin Owners Club would shortly confirm if they would be able to attend.
- iii. Green Park Activity Centre confirmed that the average class sizes taking part in the proposed field study work around the stream would be 30. Concerns were raised over frequency of usage and the impact on other park users if the number of children attending on a weekly basis was too great. It was agreed that Cllrs Hughes, Cllr Mason, Cllr McCall, Cllr Read and Cllr Wyatt would arrange a meeting with Green Park Activity Centre representatives to discuss the committee's concerns. **ACTION: Cllrs Hughes/Mason/McCall/Read/Wyatt**

#### **F21.63 Red Kite Pavilion**

- i. Snags: The current defects list provided by HSA following the meeting held on 20<sup>th</sup> January was noted.

- ii. RKP Sculpture: The mechanism for securing the sculpture to the building had been changed and would be discussed with the sculptor. **ACTION: Cllr Read/Cllr Wyatt**

**F21.64 Park Keeper & Compound**

- i. Bag Compactor: **It was resolved to trial a bag compactor, to be housed in the garage, at a cost of £20 per month.** **ACTION: Clerk**
- ii. Holiday cover: It was agreed that Mr McGoldrick be asked to cover the holiday period 7 to 20 March 2022. **ACTION: Clerk**
- iii. Tool inventory/garage contents: A list of the contents of the garage together with a tool inventory was noted. It was agreed that Cllr Goode and Cllr Ronson would meet with the Park Keeper to review the tool inventory and organisation of the garage contents. **ACTION: Cllr Goode/Cllr Ronson/Park Keeper**
- iv. Compound electricity box: It was noted that the external electricity cupboard is without a cover and is open to the elements. UKPN are to visit the site on 10<sup>th</sup> February to arrange a repair.

**F21.65 Burial Ground**

- i. Review of procedures: The Clerk reported that she would be starting a review of the Council's current interment and memorial permit procedures.
- ii. Sexton duties: It was noted that Cllr McCall and Cllr Ronson would be attending an online Sexton Duties course and would take on the Sexton role when the Clerk was unavailable.
- iii. Memorial inspections: It was agreed that the Clerk be enrolled on the Memorial Inspection workshop being organised by the ICCM in Reading on 7 March 2022 and as both Cllrs McCall and Cllr Ronson were unable to attend this workshop that they been booked onto the next available course. **ACTION: Clerk**  
Once trained the Clerk, Cllr McCall and Cllr Ronson would carry out memorial safety checks in the burial ground. **ACTION: Cllr McCall/Cllr Ronson/Clerk**

**F21.66 To Agree a Date for the Next Meeting.** To be confirmed.

The meeting closed at 8.30pm

Signed.....Date .....